

## APPLICATION FORM

**[PLEASE COMPLETE IN FULL AND IN BLOCK CAPITALS]**

Post Title	
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### 1. Personal details

Title: (please circle) Mr / Mrs / Miss / Ms.	
First name:	Surname:
D.O.B :	National Insurance No. :
Address: _____ _____ _____	Contact numbers: Home _____ Mobile _____ Work _____
Email address	
Are you 17 years of age or over?    Yes / No  <b>(It is an Ofsted requirement that you have to be 17 years of age or over to work in ratio with children.)</b>	
Do you have the right to work in the United Kingdom?    Yes / No  <b>Note:</b> Under the Asylum & Immigration Act 1996, you are required to provide proof of your right to work in the United Kingdom (Passport/Visa).	
Please provide details of any disability or known medical conditions that may affect your ability to carry out the duties required by the role for which you are applying.  _____ _____	
How many days sickness have you taken in the last 12 months?  _____	
How did you hear about this vacancy?	

## 2. Employment history

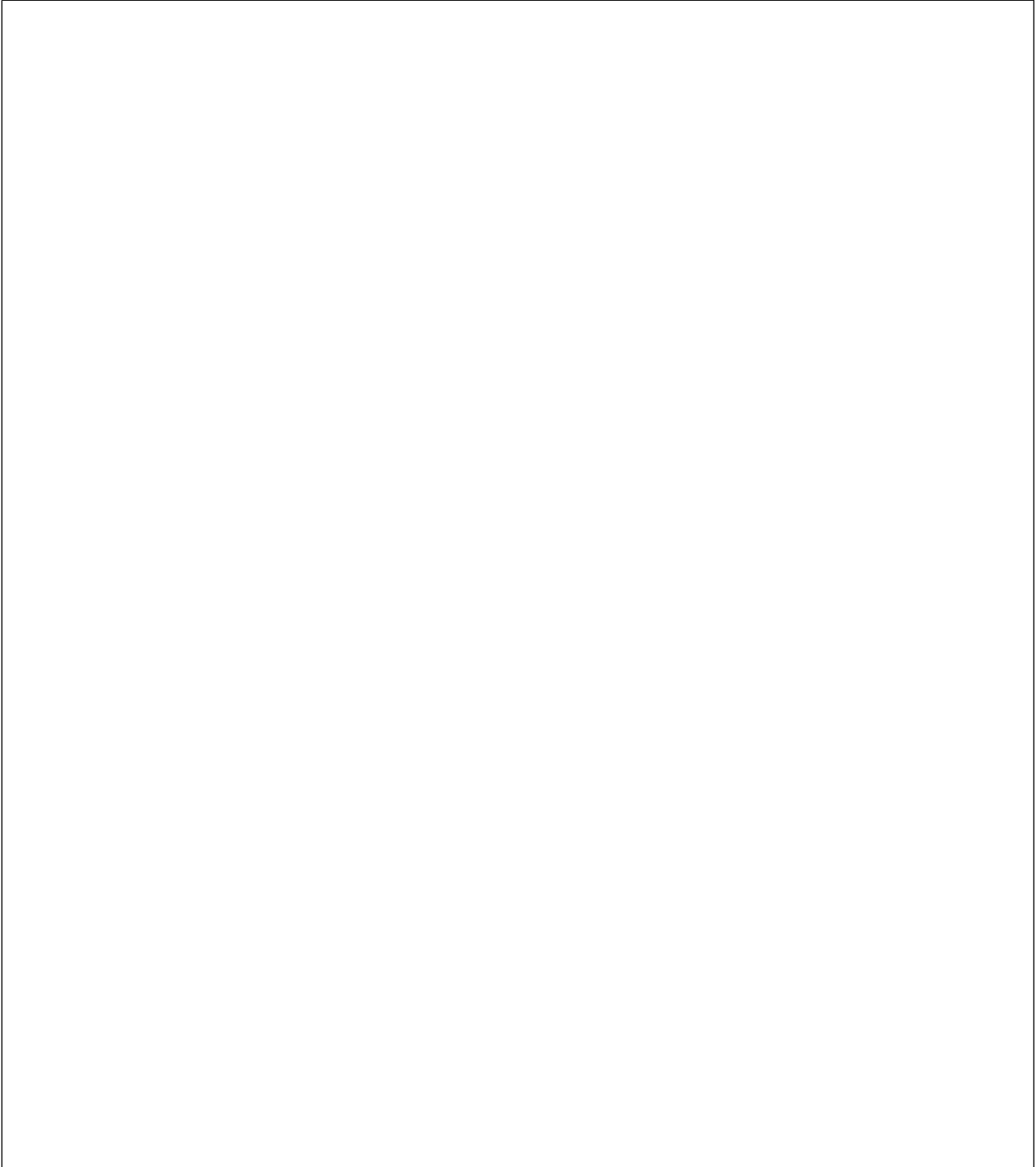
Please give details of relevant jobs held including part-time and unpaid work, starting with your present / last employer.

Employer (Name & Full Address)	Position held and main duties/responsibilities	From	To	Salary/ Grade



Please tell us how your knowledge, experience and skill meet the selection criteria outlined in the person specification.

You may find it beneficial to bullet point the selection criteria and give an explanation and examples on how you meet these.

A large, empty rectangular box with a thin black border, intended for the applicant to provide their response to the selection criteria. The box is currently blank.

Please continue on an additional sheet of paper if you require space for further information.

## 5. References

Please provide contact details for two employment referees (at least one reference should be your current/most recent employer).

If you are in education or have recently left, please provide details of two school / college / university / employer referees.

Name:
Job Title:
Organisation/Business:
Address: _____ _____ _____
Email address:
Contact numbers: Work: _____ Mobile: _____
Relationship: (to employer)

Name:
Job Title:
Organisation/Business:
Address: _____ _____ _____
Email address:
Contact number(s) Work: _____ Mobile: _____
Relationship: (to employer)

## 6. Criminal Convictions

The post you are applying for is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (exemptions [Amendments] order 1986). It is a condition for employment that all convictions and cautions are disclosed (spent and unspent, including driving disqualifications) and in this respect checks will be made against you by Aspire Childcare Project Ltd who will apply for an Enhanced Disclosure Check using the Disclosure & Barring Service (DBS)

Aspire Childcare Project Ltd complies fully with the DBS code of practice and practice and undertakes to treat all applicants for post fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information revealed.

Failure to disclose such information will be regarded as grounds for dismissal if you are appointed. Having a criminal record will not necessarily bar you from employment.

Have you ever been convicted of a criminal offence? If so, please give details. If you do not have any convictions or cautions please state below, "I have no convictions or cautions".

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## 7. Declaration

To the best of my knowledge, all the particulars I have given are true. I understand that any false statements may disqualify me from employment or render me liable to summary dismissal. I authorise Aspire Childcare Project Ltd to approach the referees detailed on this application form prior to any commencement of employment should an offer be made.

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return by email, by hand or post to:**

**Aspire Childcare Project Ltd at Ilderton Primary School, Varcoe Road, SE16 3LA  
Desmond; 07535 341123 Lee: 07989 631201 Email; info@acp1.co.uk**

